**Taught Programmes Board**

Minutes of the meeting of the Taught Programmes Board held on Wednesday 4th February 2015 at 1pm in the Colette Bowe Room, Queens’ Building, Mile End Campus.

CONFIRMED

Present:
- Professor Susan Dilly (Chair)
- Professor Laurie Cuthbert
- Stella Ekebuisi
- Dr Henri Huijberts
- Carolina Matzalos
- Dr Alastair Owens
- Dr Lawrence Pettit
- Professor Anthony Warrens
- Professor Olwyn Westwood

In attendance:
- Dr Katherine Bevan
- Rachel Davies
- Professor Andrew Leitch
- William Atkins (course representative)
- Simon Hayter
- Dr Maralyn Druce
- Daniel Bland (course representative)
- Jane Pallant
- Dr Tony Michael
- Professor Maher Dabbah
- Professor Kam Bhui
- Jonathan Morgan
- Kate Ruffell
- Ruth Wilkinson (Secretary)

Apologies:
- Dr Martin Carrier
- Dr Madeleine Davis
- Professor Omar Garcia-Obregon
- Dr Theo Kreouzis
- Professor Julia Shelton
- Dr Matthew Williamson (left at 2pm)
- Professor Ferranti Wong

**Part 1 – Preliminary Items**

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<th>Paper</th>
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<tr>
<td>1. Welcome and Apologies</td>
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<td>2. Minutes of the Previous Meeting</td>
<td>TPB2014-013</td>
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2014:021 The Board approved the Minutes of the meeting held on 26th November 2014.

3. Matters Arising | TPB2014-014 |

2014:022 The Board received a paper on the matters arising from the minutes of the previous meetings of Taught Programmes Board. The following points were noted:

i. Concern was expressed with regard to the non-completion of some actions. It was reported that actions must be completed within two calendar years. The Chair requested that a reminder be circulated to those approaching the deadline.

Action: ARCS
ii. Following discussions it was agreed that the MBBS Year 0 programme [2013:142] would not be developed until there had been further developments on the MBBS [Malta] programme.

iii. It was reported that the MSc Reconstructive Microsurgery by Distance Learning [2013:148] revised Part 2 Form had not been submitted.

iv. It was reported that the MSc Finance CFA Pathway [2014:015] had been discussed at the Educational Quality Board and that further consultation was being undertaken.

v. It was reported that the action relating to Molecular Pathology Approaches to Infectious Diseases & Cancer Module proposal [2013:154] was no longer relevant due to the development of the MSc Genomic Medicine [Modernising Careers] programme.

vi. It was reported that there had been no updates relating to the Regulations for the BSc Biomedical Sciences with Nanchang University [2013:136].

4. Membership for 2014-15

2014:023 The Board approved the updated Membership for the 2014-15 academic year.

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<thead>
<tr>
<th>Part 2 – For Discussion/Approval</th>
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<td>5. <strong>Professional Doctorates including:</strong></td>
<td>TPB2014-016</td>
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<td>• DClinDent Paediatric Dentistry</td>
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<td>• DClinDent Orthodontics</td>
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<td>• DClinDent Periodontology</td>
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<td>• DClinDent Prosthodontics</td>
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<td>• DClinPsy Intercultural Psychoanalytic Psychotherapy</td>
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2014:024 The Board received a paper detailing the new Professional Doctorates which had previously been approved by the Professional Doctorates Committee and ratified by the Research Degrees Programmes and Examination.

2014:025 The Board noted that Exit Awards would be offered to those students who were unsuccessful in completing the full programme. It was noted that the Exit Awards would require approval from Senate.

**Action:** SMD

2014:026 The Board noted that the Assessment Regulations would require updating to include the Professional Doctorates.

**Action:** ARCS

2014:027 The Board noted that the proposals had been developed and discussed at length internally within SMD, and the Professional Doctorates Committee. The Board requested that future Professional Doctorate Committee meetings provide reports to accompany proposals.

2014:028 The Board approved the Professional Doctorates subject to completion of the actions listed above.
Part 3 – Programme Proposals/Amendments

School of Law

6. LLM in Criminal Justice

2014:029 The Board considered the part 2 programme proposal for the LLM in Criminal Justice. The following points were noted:

i. The programme aligned with the current portfolio of specialised LLMs with the School of Law.

ii. The Board noted that the assessment provided in the new module QLLM313 would require amendment to clarify the final element of assessment.

Action: SoL

iii. The Board noted that some of the language used in the programme specification did not reflect the level of award being offered. The Board recommended that this be amended to align with the guidance provided for developing modules and programmes.

Action: SoL

2014:030 The Board approved the part 2 programme proposal for the LLM in Criminal Justice subject to completion of the actions listed above.

School of Medicine and Dentistry

7. A MBBS QMUL updated Programme Specification


7. B MBBS [Malta]

2014:032 The Board considered the part 2 programme proposal for MBBS [Malta]. The following points were noted:

i. The Board noted that the proposal has been developed via a steering group, and would however require further development. The Board noted that the proposal would require General Medical Council accreditation in addition to academic approval. It was agreed that a sub-group of the Board would be formed to approve additional developments in the proposal.

ii. The Board queried the provision for Student Selected Components (SSC). It was reported that students would be given the opportunity to undertake a SSC at QMUL London if they were able to finance it. It was also reported that students would have the opportunity to develop SSC, as was the practice at for the MBBS London.

iii. The Board queried whether students would be able to intercalate at QMUL London, and whether this would require additional resources. It was reported that expansion was expected in this area, and that students would be able to intercalate both inside and outside of QMUL.
iv. It was reported that the interviews would be undertaken by QMUL staff remotely but where necessary applicants would be asked to visit London or other locations for face-to-face interviews. It was also reported that applicants would be required to undertake the UKCAT and meet equivalent admissions criteria.

v. The Board noted that the proposal indicated additional English language support would be provided by local institutions, and requested that further clarification be given on the quality assurance processes that would be used to provide this support.

Action: SMD

vi. The Board queried whether the academic experience of students would be the same for both MBBS London and MBBS Malta students. It was reported that QMUL London staff would also teach in Malta when the programme was launched.

vii. The Board queried whether current staff were contractually obliged to commute to Malta. It was reported that this was expected of new staff but that existing QMUL could volunteer should they wish.

viii. The Board were informed that the E-learning facilities would mirror those of the London based MBBS, including lecture capture facilities.

ix. The Board were informed that the GMC accreditation process should begin 18 months prior to the induction of the first students. The Board requested that written confirmation of the GMC accreditation time scale be provided.

Action: SMD

tax. The Board expressed concern regarding the quality assurance of the clinical placements based in Malta. The Board was assured that the standards of the clinical placements would be monitored by the GMC and written into the final contract and agreements.

Action: SMD

2014:033 The Board approved the part 2 proposal for MBBS [Malta] subject to completion of the actions listed above and closer scrutiny by the sub-group of the Board.

School of Biological and Chemical Sciences

8. BSc FT Biological Sciences (with Nanchang) TPB2014-021

2014:034 The Board considered the programme amendment to BSc FT Biological Sciences (with Nanchang). The following were noted:

i. The Board noted that the aim of the amendment was to allow the top 10% of students based in Nanchang to spend their third year at QMUL London. This would be possible as the programme delivered at QMUL is almost identical to that delivered in Nanchang.

ii. The Board requested clarification on when the students would be aware that they were able to undertake the year at QMUL. It was reported that students at Nanchang were required to pass all modules to progress, and therefore the re-sit examination boards would have taken place prior to final
confirmation of attendance at QMUL.

iii. The students chosen to study at QMUL would be in the top 10% of their cohort to ensure that they would have the necessary level of English proficiency and academic ability to cope with different teaching methods.

iv. A pre-sessional summer school would be compulsory for those intending to study at QMUL. It was reported that the students would attend the summer school prior to their acceptance, as it would take place in advance of the summer examination boards. It was noted that this should be clarified in the programme specification.

Action: SBCS  
2014:035 The Board approved the programme amendment for BSc FT Biological Sciences (with Nanchang) subject to completion of the actions listed above.

9. MSc Plant and Fungal Taxonomy, Diversity and Conservation  
TPB2014-022  
2014:036 The Board considered the part 2 programme proposal for MSc Plant and Fungal Taxonomy, Diversity and Conservation. The following were noted:

i. The programme was noted as being jointly taught by QMUL and the Royal Botanical Gardens Kew (RBGK). The majority of taught modules would be undertaken at RBGK and delivered by RBGK staff. The modules delivered at RBGK had been developed and proposed by SBCS and would be subject to QMUL quality assurance procedures.

ii. The Board noted that there was not currently an MOA in place. The Board noted that an agreement would be required.

Action: ARCS/SBCS  
iii. The Board noted that the modules would use QMPlus and that RBGK staff would also be trained in QMPlus to ensure consistency with other QMUL programmes.

iv. The Board noted that the module proposals for Plant Taxonomy and Diversity; Fungal Taxonomy and Diversity; Conservation and Ecosystem Science; and Bioinformatics, Interpretation, and Data Quality Assurance in Genome Analysis; were unclear on which component provided the final assessment. The Board noted that the module proposals needed amending to clarify this.

Action: SBCS  
2014:037 The Board approved the part 2 programme proposal for MSc Plant and Fungal Taxonomy, Diversity and Conservation subject to completion of the actions listed above.

William Harvey Research Institute  
10. MSc in Clinical Endocrinology/PgDip in Clinical Endocrinology  
TPB2014-023  
2014:038 The Board considered the part 2 programme proposal for MSc in Clinical Endocrinology/PgDip in Clinical Endocrinology. The following were noted:
i. A distance learning version of the programme had been running for approximately 5 years. This programme had been successful and students had stated that they would have appreciated the opportunity to apply for a face-to-face version of the programme.

ii. The existing distance learning programme meant that staff within the Institute were already trained in delivering the programme, and had a variety of resources available, including QMPlus.

iii. It was reported that the programme would not run concurrently with the distance learning programme, but that students would occasionally be invited to joint tutorials at QMUL.

The Board approved the part 2 programme proposal for MSc in Clinical Endocrinology/PgDip in Clinical Endocrinology.

Part 4 – Report of Proposals Approved by Schools/Institutes to Note

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<td>Module Proposals</td>
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TPB2014-024

2014:039 The Board noted a report of decisions made by Schools/Institutes of changes to their curricula for the period 05/11/2014 to 04/02/2015.

Part 6 – Other Business

| 11. Date of Next Meeting |

2014:040 The next meeting of Taught Programmes Board would be held on Wednesday 25th February 2015 (2-4pm).

The deadline for papers would be Wednesday 4th February 2015.

Ruth Wilkinson, ARCS
r.wilkinson@qmul.ac.uk